

3106 - SENIOR ENGINEERING INSPECTOR

NATURE OF WORK

Highly responsible, advanced technical, supervisory, and administrative work in enforcing compliance with applicable national, state, and local laws, codes, ordinances, and regulations in the City's Building Services Department through reviewing civil engineering plans and specifications of new and existing building and demolition plans. Work includes field and office duties

ILLUSTRATIVE EXAMPLES OF ESSENTIAL DUTIES

Reviews site plans, blueprints, specifications, and materials lists to determine compliance with applicable regulations and good civil engineering practices and recommends approval or rejection.

Recommends methods, materials, equipment, and alterations to assist in compliance with accepted civil engineering standards.

Interprets and explains regulations and standards and disseminates technical advice to interested parties including subordinates, other sections and agencies, and the public.

Consults with subordinate inspectors in their decisions relative to questionable construction practices reviewing all code violations, stop work orders, etc..

Instructs, trains, and evaluates subordinates in inspection and enforcement activities including building recertification, certificate of occupancy and certificate of completion standards.

Oversees the identification of buildings (those over 40 years old) and notifies owners of need to rectify.

Analyses engineering and architectural report to determine needed repairs or approves recertification.

Inspects or supervises inspections buildings for recertification to verify the structural condition and enforces the correction of any violation found.

Testifies in court and before related boards; obtains documentation; and prepares testimony.

Investigates and resolves complaints.

Prepares reports, records, and correspondence concerning building recertification, inspections, illegal subdivisions, new construction FEMA certification, and other relevant items.

Updates information in computer data base.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of national, state, and local laws, codes, ordinances, and regulations regarding construction, alteration, and repair of building sites.

Thorough knowledge of civil engineering and land surveying principles and practices.

Thorough knowledge of the various utility systems serving the City of Miami Beach.

Thorough knowledge of planning and zoning requirements and practices.

Ability to supervise, instruct, and evaluate subordinates.

Ability to read and interpret blueprints, plans, drawings, specifications, and diagrams and to determine conformance with established standards.

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Ability to read, understand, explain, and apply regulations. Ability to make technical inspections and render valid decisions.

Ability to enforce regulations tactfully, firmly, and impartially.

Ability to establish and maintain effective working relationships with other employees, agencies, and the public.

Ability to read, understand, apply, explain, and interpret regulations.

Ability to make highly technical inspections and render valid decisions.

Ability to enforce regulations tactfully, firmly, and impartially.

Ability to establish and maintain effective working relationships with other employees, agencies, and the public.

Ability to communicate effectively both verbally and in writing.

Ability to make arithmetic and statistical computations with speed and accuracy.

Ability to use appropriate computer software in analysis, calculations, and record keeping.

Ability to testify effectively in court and before related boards.

Ability to research data and original legal documents and other instruments of law.

Ability to prepare clear and concise records, reports, correspondence, and other documentation.

Ability to complete forms legibly and accurately.

MINIMUM REQUIREMENTS

Bachelor of Science Degree in Civil Engineering, Construction Engineering Technology, Construction Management, Architecture or equivalent. Two (2) years experience in Civil Engineering, Construction Management or Engineering Inspection. Possess a current Certificate of Competency as a General Contractor from the Dade County Construction Trades Qualifying Board or from the Florida Construction Industry Licensing Board OR be a Registered Professional Engineer or Architect holding a current license from the State of Florida. Attain Provisional Certification as an Inspector from the Florida Board of Building Code Administrators and Inspectors within thirty (30) days of appointment. Attain Standard Certification within twelve (12) months of appointment. Attain certification as a Building Inspector from the Dade County Board of Rules and Appeals (DCBRA) within sixty (60) days of appointment. Driver's License. **Bachelor's degree from an accredited college or university in civil engineering or civil or construction engineering technology and considerable experience as a draftsman or inspector in civil engineering.**

PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to, word processor, calculator, copier, and fax machine. Some standing, walking, moving, climbing, bending, kneeling, crawling, and reaching. Must have the physical ability to bend, crawl and climb over construction sites and within buildings. Must be able to drive an automobile and perform on-site

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inspections at locations which may not be accessible to the physically handicapped.

SUPERVISION RECEIVED

General and specific assignments are received. Work is performed with wide latitude for the use of independent judgment. Work is reviewed on a frequent basis and evaluated through verbal and written reports.

SUPERVISION EXERCISED

Assigns and directs work of structural engineers. May direct work of clerical assistants.

Rev. 9/98 (minimum req.)